

2. INTERNAL AUDIT OF INFORMATION SECURITY

At its meeting held on 18th September 2008, the Audit Committee had considered a report on information security and had asked for a progress report to be brought to its next meeting.

The Audit Committee now considered a report (copies of which had been circulated) by the Internal Audit Manager advising of progress in relation to implementing the previous internal audit recommendations on information security.

The Internal Audit Manager set out progress as follows:-

- the information security policy, and data protection policy and guidelines, had been presented to the Partnership and Resources PDSP on 5th December and would be submitted to the Council Executive for approval on 23 December;
- appropriate information security guidelines would be drafted on approval of the information security policy;
- at its meeting on 30th October, the information management working group had established that the user security awareness film was now ready. Service representatives were asked to ensure, via their head of service, that the film was rolled out to all staff in their area. It was agreed that IT finalise the Freedom of Information and Data Protection films so that they could then be rolled out in the same way;
- IT Services was assessing the viability of encrypting e-mail both within the council and between the council and third parties.

The Audit Committee noted that implementation of the internal audit recommendations was ongoing and progress would continue to be monitored as part of the 2009/10 internal audit plan.

Decision

To note the terms of the report.